





## Long Awaited Guidelines are Distributed to Depositories

The long anticipated finished version of the **Guidelines for the Depository Library System** has now gone out to depositories. This landmark document bears a foreword by the Public Printer, John J. Boyle, which sums up its significance to the depository library program. Mr. Boyle writes as follows:

"For over a century the depository library program, operating under various Federal statutes, has provided the general public with access to publications of the United States Government. Congressional designation of selective and regional depository libraries has made this program national in character and scope.

"Currently, the depository library program is distributing more than 3,800 classes of Government publications to a broad range of libraries. The 1,217 designated depositories include libraries of Federal and State Governments, colleges and universities, special and public libraries.

"In operating the depository library program, the Public Printer and the Superintendent of Documents have had the excellent professional advice of the Depository Library Council to the Public Printer. Council members have generously given of their time and thought to help the program better serve the public and the libraries which implement it. Their recommendations have now brought forth specific



These cheerful librarians have just completed a special three-day workshop conducted by the Government Printing Office's Library and Statutory Distribution Service. Left to right seated are: Robert Pool, University of Baltimore; Kay Ihlenfeldt, Chicago Public Library; Pat Sloan, Nebraska Library Commission; Audrey Amerski, Old Dominion University. Standing are: Janice Carroll, Johns Hopkins University; Sandy Peterson, William and Mary College; and Mary Hafiz, University of Nebraska.

guidelines designed to make the program even more effective.

"To all connected with the shaping of these guidelines, let me extend the thanks of the Public Printer and the Superintendent of Documents. They represent a remarkable effort from their genesis within the Council in 1974, and the creation of a Committee on Standards chaired by a most patient and persistent documents librarian, Catharine Reynolds. Many others worked with her subsequently in disseminating drafts

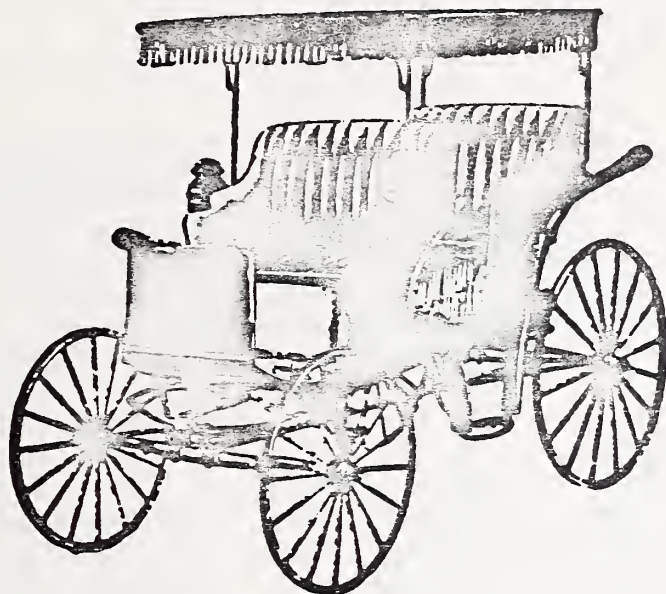
through **Public Documents Highlights** to the large community of documents librarians. The thoughtful responses of hundreds of librarians working daily with documents were integrated into this final document. It bears the stamp of participatory professionalism in the finest sense, and will go far in making the publications of our Federal Government more readily accessible to all citizens through the depository library program."





## Depository Library Council to Meet

April 16th,  
17th, 18th



The Depository Library Council to the Public Printer will hold its spring meeting April 16-18, 1978. The place will be:

Holiday Inn-Superdome  
1111 Gravier Street  
New Orleans, Louisiana  
70112

Everyone interested in the Depository Library Program is most

welcome to attend and participate. A block of 25 single rooms has been reserved especially for librarians. The person to contact at the Holiday Inn-Superdome is the Sales Coordinator, Ms. Mary Sessum. The number to call is: (504)-586-1100. Located in downtown New Orleans, this Holiday Inn is only two blocks from the historic French Quarter.

## Monthly Catalog Corner

The 1978 Serials Supplement will be available very shortly. This expanded edition of the **Serials Supplement** will include many new entries, update the earlier records, and correct many of the errors. A few remarks pertaining to what the **Serials Supplement** is and how it evolved may be helpful.

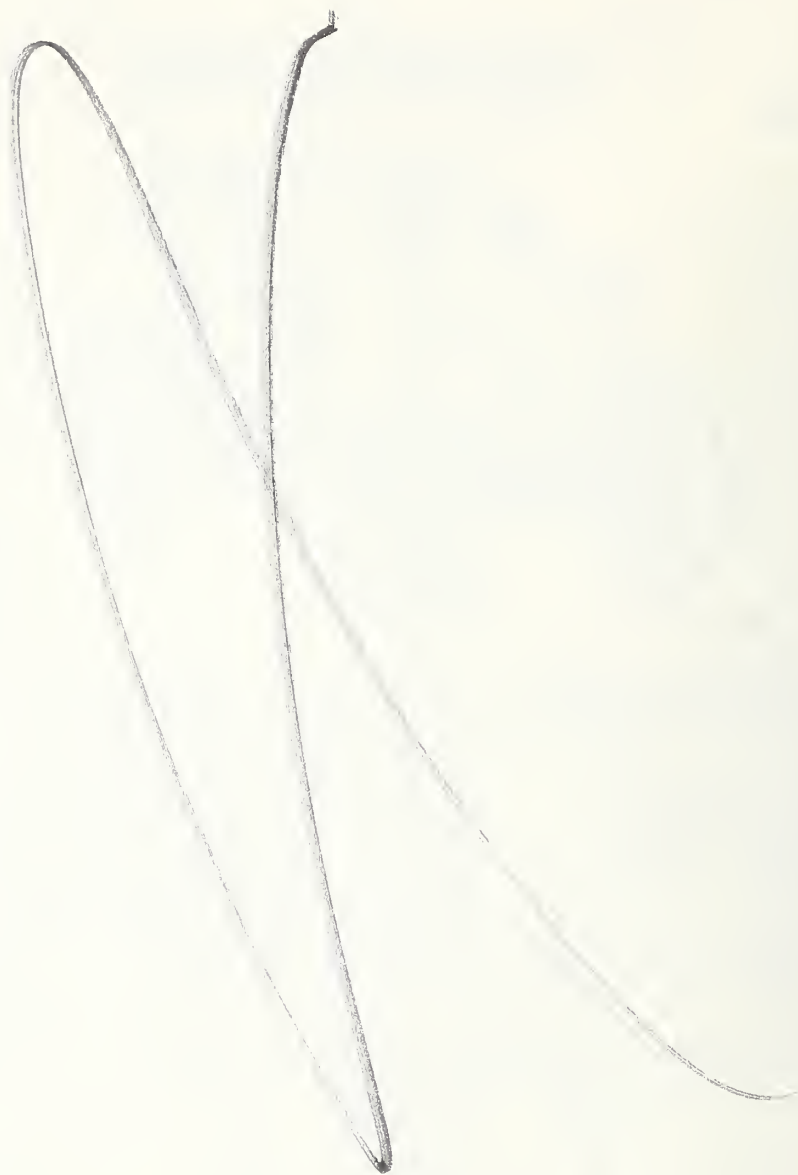
The decision to convert the **Monthly Catalog** to its present format necessitated a review of the "February Appendix" and its relationship to the new **Monthly Catalog**. It was felt that the size of the new **Monthly Catalog** would not allow for this information to appear in future February issues. A supplement to the **Monthly Catalog** was decided upon as the solution. By integrating the philosophical and practical guidelines of the "February Appendix" with the spirit of AACR cataloging, a device was conceived to continue the listing of subscription items. The **Serials Supplement** bridged the gap between the old and new **Monthly Catalog** adequately.

As in its predecessor, the supplement lists only titles of Federal documents which are issued more than two times a year, or are available on subscription from GPO. It is not a comprehensive list of all the serials that GPO catalogs; many serials are recorded in the **Monthly Catalog** on a regular basis. A small number of publications, such as **Background Notes** and **Current Population Reports**, are treated in both the **Serials Supplement** and the **Monthly Catalog**. Full sales information is provided for each entry along

### DEPOSITORY LIBRARY PROGRAM UPDATE FOR THE YEAR 1977

	Shipments	Publications	Bills	Surveys
January . . . . .	83	1,516	578	22
February . . . . .	81	1,402	2,269	13
March . . . . .	99	1,808	3,476	43
April . . . . .	90	2,004	1,463	51
May . . . . .	79	1,585	1,370	32
June . . . . .	95	2,019	1,055	29
July . . . . .	80	1,687	956	29
August . . . . .	100	1,992	1,339	135
September . . . . .	98	1,923	598	81
October . . . . .	88	1,654	1,115	41
November . . . . .	91	2,352	1,260	57
December . . . . .	87	2,055	684	35
Totals . . . . .	1,071	21,997	16,163	568

Active Item Numbers in the Program During 1977 . . . . . 3,863  
Number of Titles in the Program During 1977 . . . . . 38,160





with complete descriptive and subject cataloging.

Cataloging for the supplement is based upon the **Conversional Serials Project (CONSER) Editing Guide for Serials** and the **Anglo-American Cataloging Rules** as adapted by GPO. International Standard Serial Numbers (ISSN) are provided when known. But compiling the supplement was not without its problems and may not meet the cataloging requirements of some libraries.

Decisions had to be made for some items, such as handbooks and manuals, which are issued irregularly but are updated by regularly issued supplements. Although the basic manuals themselves are not treated by most libraries as serials, the supplements are. The cataloging rules make no provisions for documents of this nature. Furthermore, online cataloging as is used presently does not allow for linkage of records cataloged in different formats (e.g.: manuals in a book format and their supplements in a serials format). A policy was adopted to catalog all of these records in a serials format.

In this case and similar circumstances where policy decisions had to be made, the over-riding considerations were to maintain the uniformity of the **Serials Supplement**, the retrievability of all parts of a title in an online system, and existing cataloging procedures in the GPO library. The supplement could then be utilized to its fullest capacity while minimizing the differences between itself and the remaining twelve issues of the **Monthly Catalog**.

Annually, the **Serials Supplement** will be issued early in March.

## Not For Librarians!

Many graduate schools of library science offer courses on the use and management of Government documents. Some library students even elect to take them and come away awed and delighted by the rich informational resources they have learned to tap.

But a new trend is underway. It is the offering of a course in the use of Government documents aimed at potential users. Thanks to Sims D. Kline, Reference/Documents Librarian with the DuPont-Ball Library of Stetson University in DeLand, Florida, **Highlights** shares with you a description of the course he teaches.

**"Effective Use of Government Publications.** Meets Tuesdays and Thursdays from 2:30 p.m. to 4:00 p.m. This new self-enrichment course is intended to acquaint participants

with the scope and characteristics of U.S. Government publications. The primary emphasis is on those reference tools which enable access to the great store of information provided by the Federal Government, the largest publisher in the world. Group contact time is devoted to an explanation of the history of Federal publishing, depository organization, classification system, and indexes. Each participant compiles a list of sources related to a topic of his or her own choice. Because of the wide variety of information being published by Government, students majoring in many different fields will find this course useful. The course will be especially helpful to students who are interested in education, business, political science, economics, history, or sociology."

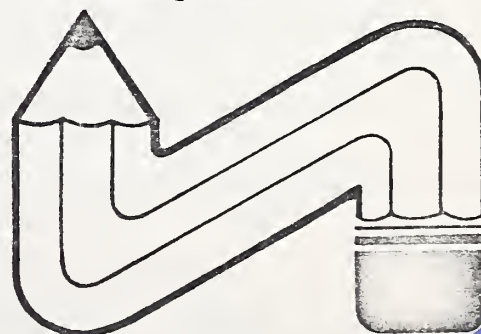
Here is an idea whose time has come! **Highlights** welcomes news of similar outreach programs to the potential users of our favorite resource.

## Census Bureau Offering Seminars For Librarians

Of considerable interest to depository librarians are the excellent seminars offered by the Census Bureau on using their materials. Three of these have been scheduled this year in the Washington, D.C. area. They will last four days and provide more than 20 speakers on all facets of "Assessing Statistical Resources from the Census Bureau and Other Selected Federal Agencies." The scheduled dates are: February 27-March 2; May 22-25; and November 13-16, 1978.

An announcement with application form is available. Just request the brochure on "Data User Training Seminars for Librarians." Either call (301)-763-5483 or write to:

U.S. Bureau of the Census  
Data User Services Division  
User Training Branch  
Washington, D.C. 20233







## New Depository Libraries

### Are You Puzzled By General Accounting Office Acronyms?



The Office of Administration Services for the United States General Accounting Office has provided **Highlights** with a key to those pesky G.A.O. symbols. Here it is:

CD—	Claims Division
CED—	Community and Economic Development Division
EMD—	Energy and Minerals Division
FGMSD—	Financial and General Management Studies Division
FOD—	Field Operations Division
FPCD—	Federal Personnel and Compensation Division
GGD—	General Government Division
HRD—	Human Resources Division
ID—	International Division
LCD—	Logistics and Communications Division
MWD—	Manpower and Welfare Division
PAD—	Program Analysis Division
PSAD—	Procurement and Systems Acquisition Division
RED—	Resources and Economic Development Division

### Are You Puzzled by NASA Procurement Regulations?

Last year a new basic volume of **NASA Procurement Regulation Directives** went out to depository libraries. Some librarians have had questions on how to file this material and how to get the best use out of it. As a service to users, the National Aeronautics and Space Administration will gladly answer specific questions either by phone or by mail. The number to call is: (202)-755-2237. Or, you may write to:

**Mr. James Wilson**  
Procurement Analyst  
NASA Headquarters  
Code HP-1  
Washington, D.C. 20546

### New England Documents Librarians To Hold Workshop

The New England Library Information Network Government Documents Task Force Group will be offering a one day workshop at Dartmouth College in Hanover, New Hampshire, on March 20, 1978. The theme will be: "Current Developments in Government Documents." Anyone who is interested in attending can call (617)-969-0100 extension 3213, or write to.

**Ms. Jan Swanbeck**  
Bapst Library  
Boston College  
Chestnut Hill, Mass. 02167

We would like to welcome the following libraries, which became depositories during 1977:

Arizona State University  
College Law Library  
Tempe, AZ D26A

Post College  
Traurig Library  
Waterbury, CT D85A

Administrative Conference  
of the United States Library  
Washington, DC DG-1042

Library of Congress  
Gift & Exchange Division  
Washington, DC DG-1043

Florida International University  
North Campus Library  
North Miami, FL D109B

Mount Prospect Public Library  
Intermunicipal Reference Library  
Mount Prospect, IL D164A

University of Michigan  
Flint Library  
Flint, MI D282

Mississippi College  
School of Law Library  
Clinton, MS D314A

State Law Library of Montana  
Helena, MT D338A

East Brunswick Public Library  
East Brunswick, NJ D366B

State University College Utica-Rome  
Utica, NY D424A

Allegheny County Law Library  
Pittsburgh, PA D528

Woonsocket Harris Public Library  
Woonsocket, RI D557

Hampton Institute  
Huntington Memorial Library  
Hampton, VA D631A

Continued



## Special Needs

## Specific needs

West Virginia College of  
Graduate Studies  
Charleston, WV D657A

West Virginia Supreme Court  
Law Library  
Charleston, WV D652A

Wyoming State Law Library  
Cheyenne, WY D678A

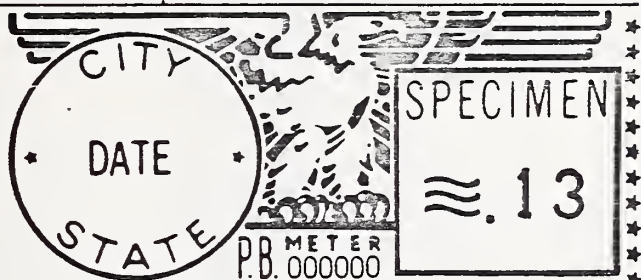
If your depository library has some special needs of a general or specific nature, let us know. Below are some recent requests. If you can offer discards, write the requesting depository a letter (sending a copy to your regional). The library accepting the material agrees to pay any postage and packing costs that may be necessary.

Department of State Bulletin, vol. 72, no. 1867.

Federal Probation, vol. 32, no. 1; vol. 35, no. 4; vol. 36, no. 1; vol. 37, no. 4; vol. 38, no. 4.

Miss Hortensia Rodriguez  
Documents Librarian  
Florida International University  
Tamiami Campus  
Miami, Florida 33199

## From Our Mail Bag



[Regional Depositories are doing their best to be helpful to Selective Depositories. The Depository Library Inspectors hear this in almost every state they visit. It was with great pleasure your Editor received from the writer a copy of a letter of thanks to a new Regional. We share this with you to reveal one more example of the kinds of good things that can happen when states have Regionals.]

Ms. Marion L. Howey  
Documents Librarian  
Watson Library  
University of Kansas  
Lawrence, Kansas

Dear Ms. Howey:

We want to express our gratitude to you and your associates for the help you have given to our partial depository library here at Benedictine College.

Ms. Debbie Spence and Mrs. Peggy Wagner gave us a day, sharing their expertise in many ways, and helping us to cull our holdings. Ms. Spence returned on Saturday (on her own time, I fear) to share her knowledge and to guide us in our planned expanded usage of the documents.

The gracious approach of these two of your representatives, as well as their competency, reassure us again of the value of having a Regional Depository Library in Kansas. We feel confident in asking for your professional guidance, as we might need it in the best utilization of this extremely valuable section of our library.

Gratefully yours,

Fr. Gerald Mesmer, O.S.B.  
Director of Libraries  
Benedictine College  
Atchison, Kansas

Monthly Catalog, 1972-77 (any or all).

Ms. Lauralee Grabe  
Documents Librarian  
Alumni Memorial Library  
Creighton University  
2500 California Street  
Omaha, Nebraska 68178

Official Gazette, vol. 284.

Ms. Mary K. Jackson  
Library Assistant  
Government Publications Department  
University of Nevada Library  
Reno, Nevada 89557

Census of Population, 1910.

Congressional Record, vol. 120, pt. 18.

Federal Register, 1973, vol. 38, pp. 21736-24626.

Internal Revenue Cumulative Bulletins, 1944, 1949-2, 1954-2, 1958-2 to 1962-2.

Monthly Catalog, 1975, Dec.; 1976, June.

Nuclear Science Abstracts, vol. 30, no. 12.







## Specific offers

Official Gazette, Patents, vol. 921, no. 2; vol. 938, no. 4.

Official Gazette, Trademarks, vol. 928, no. 2; vol. 938, no. 5.

U.S. Geological Survey Bulletin, no. 226.

U.S. Reports, vol. 372, Oct. 1962 term.

Ms. Jeanne E. Boyle  
U.S. Documents Division  
Lending & Reference Department  
Newark Public Library  
5 Washington Street  
Newark, New Jersey 07101

Commerce America, vol. 1, nos. 2-5.

Mr. Jay S. Gertz  
Documents Librarian  
D. Hiden Ramsey Library  
University of North Carolina at Asheville  
University Heights  
Asheville, North Carolina 28804

U.S. Geological Survey Professional Papers, 1960-1972 (if any).

U.S. National Museum Proceedings, vols. 83, 85, 97, 107.

Ms. Pamela Morgan  
Head of Technical Services  
Robert Scott Small Library  
College of Charleston  
Charleston, South Carolina 29401

Contact should be made with the library making the offer, not with your Editor! Libraries not having Regionals may only offer depository material when they have replaced it with microform or reprint, and have inquired from depositories within their state if it is wanted there. Duplicate copies, gifts, purchases, and other Government documents not received through the depository program may also be offered by such depositories.

U.S. National Museum, Annual Report of the Board of Regents of the Smithsonian Institution. 1884-91, 1893-94, 1896, 1898, 1907-09, 1915-16, 1919-23, 1927, 1930, 1932-58.

U.S. Patent Office: Annual Report of the Commissioner of Patents, 1866, vol. 3; Index of Patents, 1928-40, 1942-43, 1945-51, 1964-65, 1966, pts. 1 & 2 to 1974, pts. 1 & 2, 1975, pt. 1, 1976, pts. 1 & 2; Index of Trademarks, 1929, 1931-36, 1938-52, 1954-61, 1963-71, 1976.

Mr. George N. Hartje  
Director of Libraries & Museums  
Pickler Memorial Library  
Northeast Missouri State University  
Kirksville, Missouri 63501

Geological Survey Water Supply Papers, nos. 1532-G to 2125 (53 issues, some missing from run).

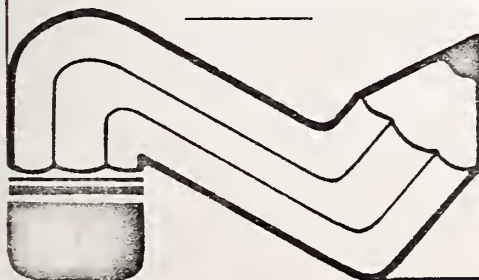
Mr. Edward P. Wass  
Documents Librarian  
Documents Section  
University of Rochester Library  
Rochester, New York 14627

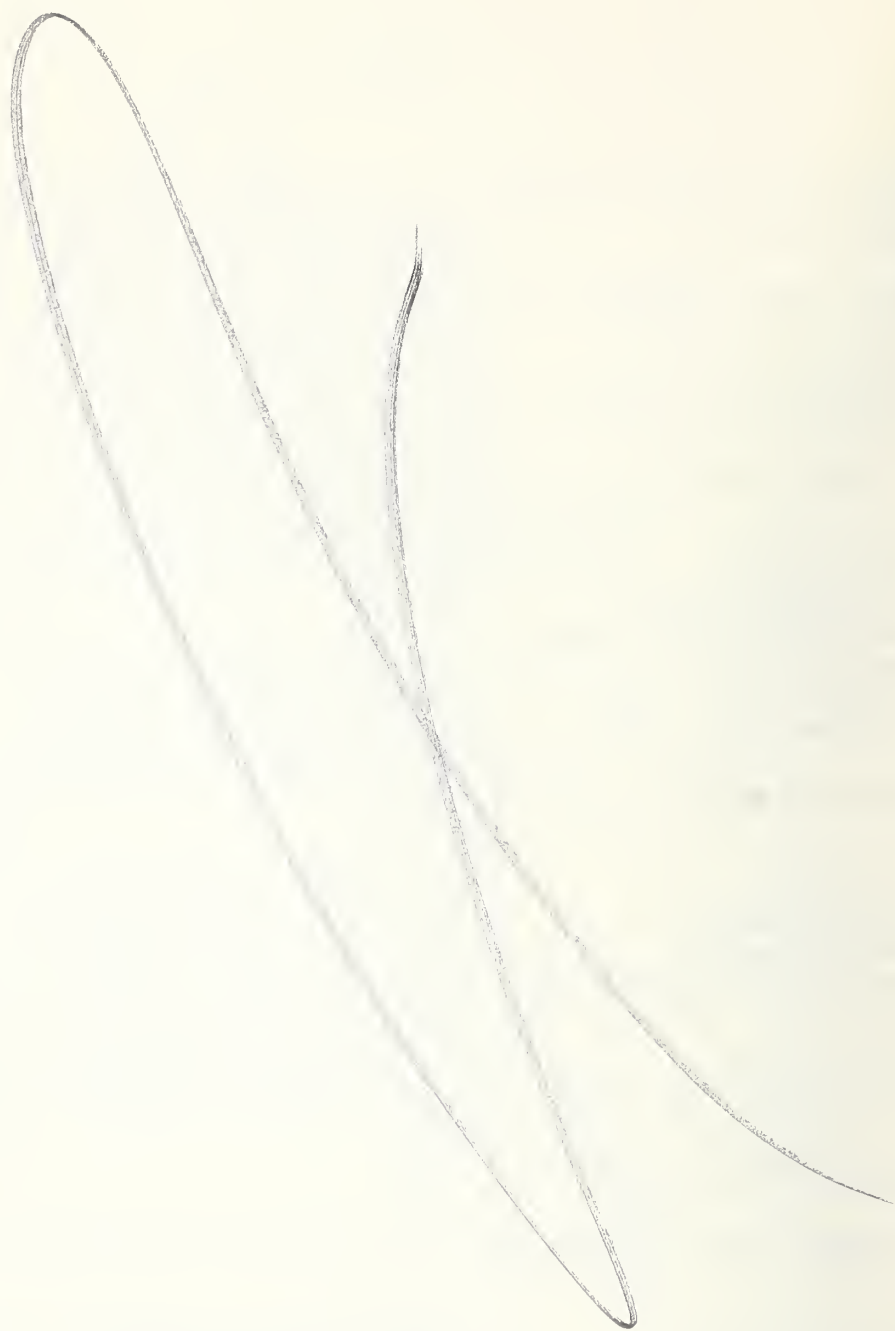
Yearbook of Agriculture, 1948, 1950-51, 1954-55, 1958, 1960-61, 1964, 1966-68, 1970-71, 1976 (2 copies available for most of these).

Mr. Jay S. Gertz  
Documents Librarian  
D. Hiden Ramsey Library  
University of North Carolina at Asheville  
University Heights  
Asheville North Carolina 28804

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**Public Documents Highlights**, Library and Statutory Distribution Service, Government Printing Office, Washington, D.C. 20401. The Superintendent of Documents, however retains the right to accept such material, to edit it, and to assign priorities of circulation.

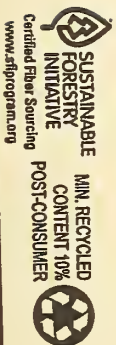






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